

Sabbatical Leaves of Absence

St. Paul Teachers'
Retirement Fund
Association (SPTRFA)
members are eligible to
make the employee
retirement contribution
that will earn full
retirement service credit
for the period of a
sabbatical leave of absence.

This brochure is designed
to give the member more
details about this type of
leave of absence.



**St. Paul Teachers'
Retirement Fund
Association**

Sabbatical Leaves of Absence

Coordinated Plan



***St. Paul Teachers'
Retirement Fund Association***

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What do I need to qualify?

To purchase uncredited retirement service credit for your sabbatical leave time:

- You must have a ***documented*** leave of absence granted by Saint Paul Public Schools. *It is your responsibility to be sure that your leave of absence is properly documented.*
- You must return to teaching service in St. Paul after your documented leave.

Please call SPTRFA with any questions you have about different types of leaves of absence and their retirement impact.

How do I reinstate retirement service credit?

While on sabbatical leave, your employer generally pays you at a half-time rate. Retirement contributions are taken out of your pay for that half-time rate, so you receive half of the usual retirement service credit without paying any additional contributions.

If you wish to receive full retirement service credit, you need to pay the remainder of your portion of the retirement contributions, as if you'd been paid for full-time service. The payment is based on the retirement service credit missed during the time of the sabbatical leave based on the full-time salary you would have earned had you been an active teacher.

Once you have made your portion of the required retirement contributions, your employer will be assessed for the remaining employer contribution amount.

What is my payment deadline?

Your payment must be received by June 30th in the year following the fiscal year that your leave of absence terminates. The termination date of a leave is the date of the last normal teaching service duty day covered by the leave.

You will be notified by mail of the contributions that must be made following the end of your leave of absence. The deadline for payment of leaves that terminate during the 2005-2006 school year is June 30, 2007.

Payment is voluntary, but failure to make this payment by the due date means that you may not make the payment at any future date.

You may use tax-sheltered annuity (TSA) money for leave payments.

What happens if I don't make the payment?

If you do not make the payment by the specified date, you have forfeited the right to make the payment at a later date. Simply put, you will not receive full retirement service credit for your sabbatical leave.

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